

Pursuant to due and proper notice in accordance with the Bylaws of the Authority and Statures of the Commonwealth of Pennsylvania, the Board of Directors of the Titusville Redevelopment Authority met at 12:00 P.M. Monday, July 11, 2016, at 701 E. Spring Street, Building #4, 2nd Floor, Titusville, Pennsylvania. Present were: Mrs. Char Ruot – Chairman, Mr. Stephen Coleman – Vice- Chairman, Mr. James Come – Secretary, Mr. James Becker – TRA Executive Director, Mrs. Renea Howe – Staff Secretary, Mrs. Kristen Kerr – Financial Coordinator, Mrs. Laurie Baker – Grant Manager, Mrs. Deb Eckelberger – Director of Business Outreach, Mr. Jason Reagle – Authority Solicitor, Mr. Larry Manross – City Manager and Mr. Jeff Ottney – Titusville Herald.

Mr. Jason Reagle called the Reorganizational Meeting of the Titusville Redevelopment Authority to order at 12:04 p.m.

1. Public Comments:

2. New Business

2.1 Reappointment to the Board

Mr. Reagle stated that at their regular meeting on Tuesday, May 24, 2016 Titusville City Council, Mayor Smith appointed Jim Come to the Redevelopment Authority Board with his term ending June 2021.

A motion was made by Mr. Coleman to accept Mr. Come's reappointment to the TRA Board and a second by Mrs. Ruot, Mr. Come's reappointment was accepted. Motion carried.

2.2 Board Reorganization

Mr. Reagle entertained a motion for nominations for the slate of officers. Mr. Come made a motion that the slate of officers are Char Ruot – Chairman, Stephen Coleman – Vice-Chairman, James Come – Secretary, Jill Neely – Treasurer and Joe Thompson – Assistant Secretary/Treasurer. There was a second motion made by Mr. Coleman. Mr. Reagle called for the vote from the board members. The slate of officers for the Board of the Titusville Redevelopment Authority was approved.

3. Adjournment:

Mr. Reagle adjourned the Reorganizational Meeting at 12:05 p.m.

Respectfully Submitted,

Renea Howe

Renea Howe
Recording Secretary

Jill A. Neely

Jill Neely
Board Treasurer

Pursuant to due and proper notice in accordance with the Bylaws of the Authority accordance with the Bylaws of the Authority and Statute of the Commonwealth of Pennsylvania, the Board of Directors of the Redevelopment Authority of the City of Titusville met at 12:05 P.M. Monday, July 11, 2016, at 701 E. Spring Street, Bldg. #4, 2nd Floor, Titusville, Pennsylvania. Present were: Mrs. Char Ruot – Chairman, Mr. Steve Coleman – Vice-Chairman, Mr. James Come – Secretary, Mr. James Becker - TRA Executive Director, Mrs. Renea Howe – Secretary, Mrs. Kristen Kerr – Financial Coordinator, Mrs. Deb Eckelberger – Director of Business Outreach, Mrs. Laurie Baker – Grant Manager, Mr. Jason Reagle – Solicitor, Mr. Larry Manross – City Manager and Mr. Jeff Ottney – Titusville Herald.

Mrs. Ruot called the meeting to order at 12:05 p.m.

1. Public Comments:

2. Approval of the Minutes of the June 6, 2016 Regular Meeting and the Treasurers Reports from May 31, 2016.

With a motion made by Mr. Come and a second by Mr. Coleman, the Minutes of the June 6, 2016 Regular Meeting and the Treasurers Reports from May 31, 2016 were accepted as presented. Motion carried.

3. Bills and Communications:

4. Old Business:

4.2 Towne Square Update

Mr. Becker stated the drywall is almost complete on the second floor except in the conference rooms, which is being left open until the electronic equipment is installed. The 3rd floor is being framed, sprinklers are next to be put in and they are roughing in the electric. Mr. Becker explained there is a lot of work being done inside that is not visible from the outside.

Mr. Becker stated TRA did receive \$500,000 Business in Our Sites Loan that was reported last week, we are waiting on the contractual pieces and commitment letter from DCED.

5. New Business:

5.1 Accept the Nondiscrimination & Anti-harassment Policy

Mrs. Baker explained CDBG has a lot of new requirements that need to be in place to comply with their guidelines and the Nondiscrimination & Anti-harassment Policy that pertains to the 504 Self Evaluation regarding discrimination is one of the policies that was not on file. Mrs. Baker stated since TRA administers the CDBG Program on behalf of the City of Titusville, City Council will also have to adopt similar policies.

Mr. Becker asked for a motion to accept the Nondiscrimination & Anti-harassment Policy. With a motion made by Mr. Coleman and a second by Mr. Come, the Nondiscrimination & Anti-harassment Policy was accepted. Motion carried.

5.2 Accept the Section 504 Grievance Policy

Mrs. Baker explained the Section 504 Grievance Policy is another Policy required by CDBG and this policy explains the process taken of any complaints filed by individuals who feel they have experienced disability discrimination.

Mrs. Ruot asked for a motion to accept the Section 504 Grievance Policy. With a motion made by Mr. Come and a second by Mr. Coleman, the Section 504 Grievance Policy was accepted. Motion carried.

5.3 Adopt Resolution 01-16 – Multimodal Transportation Fund Grant

Mr. Becker stated TRA already has a Multimodal Transportation Fund Grant Application submitted through the PA Department of Transportation but they are not announcing the recipients until later this summer and the applications for the Multimodal Transportation Fund that is available through the Commonwealth Financing Authority are due by July 31, 2016. So Resolution 01-16 – Multimodal Transportation Fund Grant is a preemptive resolution if the Multimodal Transportation Fund Grant Application needs to be sent in to the Commonwealth Financing Authority. Mr. Becker explained that if the Multimodal Transportation Fund Grant is awarded through the PA Department of Transportation, the application will not be submitted to the Commonwealth Financing Authority or it will be pulled out if already submitted.

Mrs. Ruot asked for a motion to adopt Resolution 01-16 – Multimodal Transportation Fund Grant. With a motion made by Mr. Coleman and a second by Mr. Come, Resolution 01-16 – Multimodal Transportation Fund Grant was adopted. Motion carried.

5.4 Adopt Resolution 02-16 – Authorizing Sale of Real Estate

Mr. Becker stated Resolution 02-16 – Authorizing the Sale of Real Estate is documentation needed for the closing of the sale of Building #63 and land associated with it.

Mrs. Ruot asked for a motion to adopt Resolution 02-16 – Authorizing Sale of Real Estate. With a motion made by Mr. Come and a second by Mr. Coleman, Resolution 02-16 – Authorizing Sale of Real Estate was adopted. Motion carried.

5.5. USDA Intermediary Relending Program (IRP)

Mr. Becker stated TRA was 1 of 5 recipients in the country to receive funding through the USDA Intermediary Relending Program. TRA was awarded \$500,000 that will be available at a 4% interest rate for businesses located within the footprint of the Titusville School District.

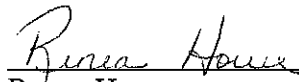
5.6 Bicycle PA

Mr. Becker stated TRA met with Bill Hoffman, a representative from Bicycle PA to discuss the best ways to connect Titusville to the existing bike routes that run North, South, East and West of us with the Share the Road Program. By connecting these routes through Titusville it will help close the gap in the Erie to Pittsburgh Trail.

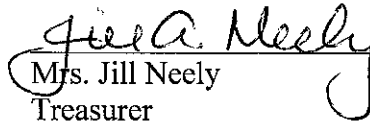
6. Adjournment:

Mrs. Ruot asked for a motion to adjourn the meeting. With a motion made by Mr. Coleman and a second by Mr. Come the meeting was adjourned at 12:20 p.m.

Respectfully submitted,



Renea Howe
Recording Secretary



Mrs. Jill Neely
Treasurer